

DOI Work Activity 18: Prepare Resource Use Plans

Program Area:	Resource Information
End Outcome Goal:	UEO 2 – NON-ENERGY MINERALS – Manage or Influence Resource Use to Enhance Public Benefit, Promote Responsible Use, and Ensure Optimal Value
Intermediate Outcome Strategy:	UIO 2.4 - Improve Information Base, Information Management, and Technical Assistance
DOI Sub process:	2a - Plan

Examples/Notes:

Work Activity Description: This work activity includes activity plans (implementation plans) which refine the broad objectives stated for Resource Use activities in land use plans (RMP or MFP), outline an implementation strategy for decisions made in the land use plan, and apply best management practices to meet land use objectives.

This work activity includes costs for preparation, revision or amendment of activity plans (excluding multi-jurisdictional plans); collaboration (outreach, meetings, public meetings, etc.) with other entities and the public; consultation with tribes; T&E consultation and review, coordination and cross-walking with other existing implementation plans, third party contracting, GIS support; and NEPA analysis (including regional coal lease sale EISs). It also includes costs associated with document preparation such as printing, collating, and distribution.

If a land use plan amendment is required prior to approval of an activity plan, and the land use plan amendment and the activity plan are being prepared concurrently, the cost of the concurrent effort through the approval stage of the plan amendment should be charged to the land use plan amendment work activities. Following approval of the land use plan amendment, costs of finalizing the activity plan should be coded to this work activity. A unit of accomplishment should be reported for the plan amendment when it is approved, and an additional unit of accomplishment should be reported for the activity plan when it is approved.

Output: New/revised activity plan	<p>Unit of Measure: Number(s) of new or revised activity plans completed during the fiscal year.</p> <p>Report new or revised activity plans when the decision document for the plan is signed. Revisions include a modification of a significant portion of the decisions in the activity plan. Do not report minor amendments or changes in these plans, even though these costs may be charged to this work activity.</p>
Inputs: FTE, Operational costs, management decision to address changing resource conditions, public needs, evolving technologies	Cost Drivers: FTE, Operational costs, management decision to address changing resource conditions, public needs, evolving technologies

System Interfaces:

DOI Program Area Contact:

DOI Work Activity 19: Plan/Evaluate Programs to Inform Decisions on Non-Energy Mineral Resources

Program Area:	Knowledge Advancement
End Outcome Goal:	UEO 2 – NON-ENERGY MINERALS – Manage or Influence Resource Use to Enhance Public Benefit, Promote Responsible Use, and Ensure Optimal Value
Intermediate Outcome Strategy:	UIO 2.4 - Improve Information Base, Information Management, and Technical Assistance
DOI Sub process:	2a - Plan

Examples/Notes:

Work Activity Description: Planning, developing, and reviewing science programs. Includes all costs associated with developing strategic and annual/operating program plans, conducting internal and external reviews of programs, assessing science and information needs and priorities, and coordinating crosscutting regional, national and international science planning efforts. This encompasses all work leading to completion of program plans, reviews and assessments. Some of these activities are done in collaboration with customers, stakeholders, and partners so that we may develop and implement programs that are responsive to society’s highest science priority needs and improve the effectiveness and impact of programs. Does not include DOI strategic planning or Bureau strategic planning that are included in DOI activity **Perform Planning (67)**.

Output: Plans and Evaluation Reports (e.g. Program evaluations, Performance Reports, Peer Reviews, 5-yr Plan, PART, effects statement, capability system, Customer Satisfaction Surveys)	Unit of Measure: Number of Plans and Evaluation reports
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact: Charlene Hall Raphael (USGS)

DOI Work Activity 0V: Process Non-Energy Mineral Licenses, Permits or Leases

Program Area:	Resource Use – NON-ENERGY MINERALS
End Outcome Goal:	UEO 2 – NON-ENERGY MINERALS – Manage or Influence Resource Use to Enhance Public Benefit, Promote Responsible Use, and Ensure Optimal Value
Intermediate Outcome Strategy:	UIO 2.1 – Effectively Manage and Provide for Efficient Access and Production
DOI Sub process:	4a – Manage use of resources

Examples/Notes:

Work Activity Description: For Exploration Licenses and Prospecting Permits, includes all actions necessary for issuance, whether issued or not. Authorization will be processed in conformance with existing manuals and handbooks for exploration licenses and prospecting permits for non-energy leasable minerals.

For Non-Energy Mineral Leases, includes review of lessee qualifications and review of bonding. Work includes both new authorizations and fringe acreage leasing. Work also includes all associated NEPA, Section 7 consultation, Section 106 compliance and other work where not previously addressed.

Output: Licenses, permits, leases processed	Unit of Measure: Number of Exploration Licenses and Prospecting Permits or leases processed. Number processed is defined as either license, permit or lease issuance or license, permit or lease denial. License, permit or leases issued are tracked in LR2000 by date of issuance. Offices will enter license, permit or lease information in accordance with data standards at the time of lease issuance.
Inputs:	Cost Drivers:

System Interfaces: LR2000

The action codes for the casetypes listed below will be counted as units for this program element.

CASE TYPES: 350702, 351201, 351301, 351401, 351501, 351601, 352201, 352301, 352401, 352501, 352601, 353201, 353301, 353401, 353501, 353601, 354201, 354301, 354401, 354501, 354601, 355201, 355301, 355401, 355501, 355601, 356001, 356002, 356003, 356201, 356301, 356401, 356501, 357401, 357601, 358101, 358201, 358301, 358301, 358401

ACTION CODES: 125; 126; 276; 237

DOI Program Area Contact: Phil Allard/Brenda Aird (BLM)

DOI Work Activity 0W: Process Mineral Material Disposals

Program Area:	Resource Use – NON-ENERGY MINERALS
End Outcome Goal:	UEO 2 – NON-ENERGY MINERALS – Manage or Influence Resource Use to Enhance Public Benefit, Promote Responsible Use, and Ensure Optimal Value
Intermediate Outcome Strategy:	UIO 2.1 – Effectively Manage and Provide for Efficient Access and Production
DOI Sub process:	4a – Manage use of resources

Examples/Notes: This activity applies only to BLM

Work Activity Description: All work associated with mineral materials disposed through sales and free use permits.

Includes all costs of processing the applications for contracts and permits, including NEPA Section 7 consultation, Section 106 compliance, and other clearances for processing use authorizations as appropriate. Also includes work related to authorizing sampling and testing.

Output: Contracts and permits issued	Unit of Measure: Number of contracts and permits issued. Contracts and permits issued are tracked in LR2000 and ALIS for Alaska by date of issuance. Offices will enter information in accordance with data standards and at the time of contracts or permits issuance.
Inputs:	Cost Drivers:

System Interfaces: LR2000 and ALIS for Alaska data. Case type/Action Code relationship that will be used for counting accomplishment are shown:

Case type/AC's to Count
 3602xx/276
 3604xx/276, 507, 508
 3605xx /276, 507, 508
 3611xx/276
 36131x/276
 36132x/507, 508
 362xxx/276
 EP Accomplishment Sum Total of Counts for the Selected Time Period

DOI Program Area Contact: Durga Rimal/Brenda Aird (BLM)

DOI Work Activity 0X: Process Mining Plans of Operations

Program Area:	Resource Use – NON-ENERGY MINERALS
End Outcome Goal:	UEO 2 – NON-ENERGY MINERALS – Manage or Influence Resource Use to Enhance Public Benefit, Promote Responsible Use, and Ensure Optimal Value
Intermediate Outcome Strategy:	UIO 2.1 – Effectively Manage and Provide for Efficient Access and Production
DOI Sub process:	4a – Manage use of resources

Examples/Notes: This activity applies only to BLM

Work Activity Description: Work includes all actions taken to process/approve a 3809 plan of operation to the point of decision, including NEPA, Section 106, Section 7, even if withdrawn prior to approval. Use when you are reviewing, analyzing, approving, accepting, denying or discussing plans of operations (under 3809 or 3814), with a claimant or operator. Use for all reclamation activities such as wildlife or cultural work necessary for closing an authorized operation. This program element should not be used for inspection efforts, even inspections performed to confirm the success of reclamation.

Output: Plans processed	<p>Unit of Measure: Number of plans of operations Processed</p> <p>All work shall be properly documented with appropriate data entered into automated systems in a timely manner. Cases shown in automated systems as received will be reported as the workload accomplishment.</p> <p>Offices will report on plans of operations processed during the fiscal year by category including amendments to existing plans of operations.</p>
Inputs: -	Cost Drivers: -

System Interfaces: Case recordation, LR2000, and ALIS for Alaska data. Case types by action code by state for plans of operations.

CASE TYPES: 38XXXX

ACTION CODES: 125; 130; 134

EX COUNT (1990): COUNT OF ACTION CODE ENTRIES FOR SELECTED TIME PERIOD

DOI Program Area Contact: Rick Deery/Brenda Aird (BLM)

DOI Work Activity 0Y: Process Mining Notices

Program Area:	Resource Use – NON-ENERGY MINERALS
End Outcome Goal:	UEO 2 – NON-ENERGY MINERALS – Manage or Influence Resource Use to Enhance Public Benefit, Promote Responsible Use, and Ensure Optimal Value
Intermediate Outcome Strategy:	UIO 2.1 – Effectively Manage and Provide for Efficient Access and Production
DOI Sub process:	4a – Manage use of resources

Examples/Notes: This activity applies only to BLM

Work Activity Description: Work includes all actions taken to process and review of Notices, even if withdrawn prior to acceptance. Includes reviewing, analyzing, accepting, denying or discussing notices with a claimant or operator. Use for all reclamation activities such as wildlife or cultural work necessary for closing an authorized operation. This activity should not be used for inspection efforts, even inspections performed to confirm the success of reclamation.

Output: Notices processed	<p>Unit of Measure: Number of Notices Processed.</p> <p>All work shall be properly documented with appropriate data entered into automated systems in a timely manner. Cases shown in automated systems as received will be reported as the workload accomplishment.</p> <p>Offices will report on number of notices reviewed during the fiscal year by category including amendments to existing notices.</p>
Inputs:	Cost Drivers:

System Interfaces: Case recordation, ORCA, LR2000. Casetypes by action code by state for notices

DOI Program Area Contact: Rick Deery/Brenda Aird (BLM)

DOI Work Activity 0Z: Record/Adjudicate Mining Claims/Sites

Program Area:	Resource Use – NON-ENERGY MINERALS
End Outcome Goal:	UEO.2 – NON-ENERGY MINERALS – Manage or influence resource use to enhance public benefit, promote responsible use, and ensure optimal value
Intermediate Outcome Strategy:	UIO.2.1 – Effectively Manage and Provide for Efficient Access and Production
DOI Sub process:	4a – Authorize and manage commercial activities and permitted uses

Examples/Notes:

Work Activity Description: Includes all actions taken to complete both adjudication and records notation for all mining claims and sites. This includes any adjudicative work associated with new and existing mining claims such as transfers of interest, affidavits of assessment, amended location notices, PL 359 notices, etc. This program element also includes all adjudicative work associated with processing Notices of Intent to Locate mining claims on Stock Raising Homestead Act lands. In addition, this program element includes the collection of annual waiver of maintenance fee documents collected.

Output: Claim/sites recorded/adjudicated	Unit of Measure: The total number of claim/sites for each action code by case types listed below that will be a sum total for the selected time period. This also includes manual count of the number of annual waiver of maintenance fee documents received.
Inputs:	Cost Drivers:

System Interfaces: LR2000 with casetypes (Lode 3841; Placer 3842, Tunnel Site 3843, Mill Site 3844), action code; and ALIS for Alaska data. Action codes used for counting accomplishments are: 170 (address change filed), 239 (declared null and void), 240 (declared null and void in part), 311 (relq filed in total), 312 (relq filed partial), 313 (indiv claimant relq), 393 (decision issued), 396 (trf of interest filed), 480 (evidence of assmt filed), 481 (notice of intent to hold), 482 (rental/maintenance fee), 483 (small miner cert filed), 485 (multiple payment), 488 (assessment document received), 634 (deferment granted), 635 (amendment location filed), 669 (land status checked). There is no interface for the manual count of annual waiver documents for OMB.

DOI Program Area Contact: Barbara Gauthier-Warinner/Brenda Aird (BLM)

DOI Work Activity 1A: Collect Mining Claim/Site Fee

Program Area:	Resource Use – NON-ENERGY MINERALS
End Outcome Goal:	UEO 2 – NON-ENERGY MINERALS – Manage or Influence Resource Use to Enhance Public Benefit, Promote Responsible Use, and Ensure Optimal Value
Intermediate Outcome Strategy:	UIO 2.1 – Effectively Manage and Provide for Efficient Access and Production
DOI Sub process:	4a – Manage use of resources

Examples/Notes: This activity applies only to BLM

Work Activity Description: All work associated with collecting mining claim/site fees, including annual maintenance fees, transfer fees, and any other fees for mining claims and sites. Does not include adjudication, which is coded to DOI activity 0Z (Record/Adjudicate Mining Claims/Sites). Fee collection shall be processed in conformance with existing manuals, handbooks, and other guidance.

Output: Claims/sites where fees were collected	Unit of Measure: Number of claims/sites..
Inputs:	Cost Drivers:

System Interfaces: Collections and Billings System, ALIS for Alaska data.

DOI Program Area Contact: Barbara Gauthier-Warinner/Brenda Aird (BLM)

DOI Work Activity 1B: Determine Mining Claim Validity/Process Mineral Patents

Program Area:	Resource Use – NON-ENERGY MINERALS
End Outcome Goal:	UEO 2 – NON-ENERGY MINERALS – Manage or Influence Resource Use to Enhance Public Benefit, Promote Responsible Use, and Ensure Optimal Value
Intermediate Outcome Strategy:	UIO 2.1 – Effectively Manage and Provide for Efficient Access and Production
DOI Sub process:	4a – Manage use of resources

Examples/Notes:

Work Activity Description: All work associated with mining claim validity determinations, mineral contests and mineral patent applications is charged to this activity. Work includes all adjudicative actions taken to process the mineral patent applications and mineral contests; and all work to complete the mineral examination of a mining claim, preliminary determinations for uncommon/common variety issues, including mining claims within Wilderness, WSAs and other Special Areas.

The costs of validity examinations to support 3802/3809 valid existing rights should be coded here. This also includes costs of common variety determinations required by 3809.

Output: Reports, patents, complaints processed	Unit of Measure: The number of mineral reports approved (credit is taken at the time the technical reviewer signs), the number of claims/sites patented and contested.
Inputs:	Cost Drivers:

System Interfaces: ALIS for Alaska data; LR 2000. Casetype/Action Code relationship that will be used for counting accomplishments are shown:

Casetype AC's to Count

- 380210 013
- 380910 013
- 380913 013
- 392001 180
- 392002 180
- 392003 180
- 393001 180
- 386200 013; 130; 131; 271
- 386201 013; 130; 131; 271
- 386202 013; 130; 131; 271
- 386300 013; 130; 131; 271
- 386301 013; 130; 131; 271
- 386302 013; 130; 131; 271
- 386400 013; 130; 131; 271
- 386401 013; 130; 131; 271
- 386402 013; 130; 131; 271

EY Accomplishment Sum Total of Counts for the Selected Time Period

DOI Program Area Contact: Barbara Gauthier-Warinner/Nick Reiger/Brenda Aird (BLM)

DOI Work Activity 1C: Manage Helium

Program Area:	Resource Use – NON-ENERGY MINERALS
End Outcome Goal:	UEO 2 – NON-ENERGY MINERALS – Manage or Influence Resource Use to Enhance Public Benefit, Promote Responsible Use, and Ensure Optimal Value
Intermediate Outcome Strategy:	UIO 2.1 – Effectively Manage and Provide for Efficient Access and Production
DOI Sub process:	4a – Manage use of resources

Examples/Notes:

Work Activity Description: All work associated with the Federal helium program in three functional areas: crude helium sales ("in-kind" and bulk); crude helium storage operation (federal and private); and fee sales and royalty from helium on Federal lands. These include all administrative and mission related activities such as: contract administration of "in-kind" sales; administration of bulk (open market) sales; transmission of crude helium; storage crude helium-private; maintenance of Cliffside reserve; maintenance of pipeline & gas field; operation of laboratory facilities for investigative work related to program needs; sample analyses; quality assurance; identification of potential payers; adjudication of helium ownership; collection and accounting for revenues; audit payments; performance of surveys to locate and evaluate helium reserves in natural gas; and dissemination of information about helium and the helium program to Federal agencies and the public. Closure operation activities are included in this work activity including: disposal of personal property; disposal of real property; preservation of historic properties; and assessment and remediation of environmental issues.

This work activity also includes all work necessary to authorize specific activities support costs; all costs to perform records management, costs associated with coordinating with other offices and industry.

Output: Quantity of helium sales.	Unit of Measure: Million cubic feet of helium (MMcf) sold.
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact:

DOI Work Activity 1D: Process Non-Energy Mineral Post Lease Actions

Program Area:	Resource Use – NON-ENERGY MINERALS
End Outcome Goal:	UEO 2 – NON-ENERGY MINERALS – Manage or Influence Resource Use to Enhance Public Benefit, Promote Responsible Use, and Ensure Optimal Value
Intermediate Outcome Strategy:	UIO 2.1 – Effectively Manage and Provide for Efficient Access and Production
DOI Sub process:	4a – Manage use of resources

Examples/Notes: This activity applies only to BLM

Work Activity Description: Post-Lease actions include all actions associated with lease operations after a non-energy lease, exploration license or permit has been issued, except inspection and enforcement. These actions may include but are not limited to review and approval of mining or exploration plans, lease assignments, royalty rate reductions, lease renewals, lease modifications, lease readjustments, permit extensions, bonding modifications, lease terminations, and relinquishments and review/approval of mining reclamation plans and licenses. Work also includes all associated NEPA work where not previously addressed. This activity includes post-lease actions for all Indian non-energy minerals

Output: Post-lease actions processed	Unit of Measure: Number of Post-Lease Actions processed State/Field Offices will enter lease information to LR 2000 in accordance with data standards as actions are processed. State Offices will report on number of post-leases actions during the fiscal year by category e.g., approval of mining plans, lease assignments, lease renewals, lease modifications, bonding modifications, (see data standards as outlined in IM 95-129 or reportable action codes).
Inputs:	Cost Drivers:

System Interfaces: LR2000

The action codes for the case types listed below will be counted as units for this program element.

CASE TYPES: 35XXXX

ACTION CODES: 016; 039; 139; 235; 238; 242; 243; 269; 321; 341; 343; 354; 358; 410; 419; 478; 553; 625; 626; 909.

DOI Program Area Contact: Phil Allard/Brenda Aird (BLM)

DOI Work Activity 1G: Process Indian Pre-Lease Actions - Non-Energy Minerals

Program Area:	Resource Use – NON-ENERGY MINERALS
End Outcome Goal:	UEO 2 – NON-ENERGY MINERALS – Manage or Influence Resource Use to Enhance Public Benefit, Promote Responsible Use, and Ensure Optimal Value
Intermediate Outcome Strategy:	UIO 2.1 – Effectively Manage and Provide for Efficient Access and Production
DOI Sub process:	4a – Manage use of resources

Examples/Notes: This activity applies only to BLM

Work Activity Description: Pre-lease actions processed for Indian minerals (all components) includes all work associated with pre-lease processing for Indian mineral leases for oil and gas, coal and other non-energy minerals. Activities include mineral appraisals and recommendations made to tribes or the BIA in association with the leasing of Indian minerals.

Output: Actions processed	Unit of Measure: Number of pre-lease actions processed.
Inputs: -	Cost Drivers: -

System Interfaces: None

DOI Program Area Contact: Sue Stephens (BLM)

DOI Work Activity 2L: Inspect and Verify Non-Energy Compliance Mineral Production

Program Area:	Resource Use – NON-ENERGY MINERALS
End Outcome Goal:	UEO 2 – NON-ENERGY MINERALS – Manage or Influence Resource Use to Enhance Public Benefit, Promote Responsible Use, and Ensure Optimal Value
Intermediate Outcome Strategy:	UIO 2.3 – Optimize Value through Effective Lease and Permit Management
DOI Sub process:	4b – Conduct inspections to ensure appropriate use

Examples/Notes: This activity applies only to BLM

Work Activity Description: Inspection functions involve monitoring actions from authorizations through completion of a project. Inspections also include all work with authorized users to correct operations which violate use stipulations and/or conditions of approval as well as other post-permit actions. This activity includes all work associated with conducting inspections and production verification mineral material disposals only. Inspection and production verification shall be conducted consistent with existing manuals, handbooks and other guidance.

Coal, non-energy and Indian sand and gravel inspections and production verifications should be coded to DOI activity 2M (Inspect and Verify Production at Solid Mineral Sites – Non-Energy).

<p>Output: Inspection and production verification reports completed</p>	<p>Unit of Measure: Number of inspection and production verification reports completed.</p> <p>Compliance consists of inspection and production verification actions that occur after permit issuance. This workload measure includes compliance for mineral materials activities only. This workload measure also includes the identification of activities that are in non-compliance.</p> <p>Field Offices will enter inspection and production verification information in accordance with data standards as inspections and verification are completed. Data will be retrieved by the State Offices and, nationally, by the program office using case types, action codes & standard LR2000 reporting, and ALIS for Alaska data.</p>
<p>Inputs:</p>	<p>Cost Drivers:</p>

System Interfaces: LR2000, and ALIS for Alaska data.

Case type/Action Code thea will be used for counting accomplishments are:
 Case types:3602XX, 3604XX, 3605XX, 361XXX, 362XXX
 Action Code: 041

DOI Program Area Contact: Durga Rimal/Brenda Aird (BLM)

DOI Work Activity 2M: Inspect and Verify Production at Solid Mineral Sites

Program Area:	Resource Use – NON-ENERGY MINERALS
End Outcome Goal:	UEO 2 – NON-ENERGY MINERALS – Manage or Influence Resource Use to Enhance Public Benefit, Promote Responsible Use, and Ensure Optimal Value
Intermediate Outcome Strategy:	UIO 2.3 – Optimize Value through Effective Lease and Permit Management
DOI Sub process:	4b – Conduct inspections to ensure appropriate use

Examples/Notes: This activity applies only to BLM

Work Activity Description: Inspection functions involve monitoring actions from authorizations through completion of a project. Inspections also includes all work with authorized users to correct operations which violate use stipulations and/or conditions of approval. Production verification includes all actions to collect and analyze data for independent verifications of production reported by a lessee action. Compliance consists of inspection and production verification actions that occur after permit, license or lease issuance

This activity includes all work associated with conducting inspections and production verification on exploration licenses, coal leases, and other mineral leases. Also includes work related to Indian sand and gravel leasing.

This activity does not include inspections for mineral materials, which is coded to DOI activity 2L (Inspect and Verify Non-Energy Compliance Mineral Production).

<p>Output: Inspection and production verifications completed</p>	<p>Unit of Measure: Number of inspections or production verifications.</p> <p>Inspection and production verification shall be conducted consistent with existing manuals, handbooks and other guidance. Active leases (those leases with on-going operations) shall be inspected quarterly (at a minimum) and inactive leases shall be inspected annually (minimum).</p> <p>This workload measure includes compliance for coal and non-energy leasable. This workload measure also includes the identification of activities that are in non-compliance for these programs</p> <p>Field Offices will enter inspection and production verification information in accordance with LR2000 data standards as inspections and verification are completed. Data will be retrieved by the State Offices and, nationally, by the program office using case types, action codes & standard LR2000 reporting. Field offices must ensure accurate information is maintained in LR2000.</p>
<p>Inputs:</p>	<p>Cost Drivers:</p>

System Interfaces: LR2000, MMS royalty database.

Responsible Office: Field Office

Case Types: 34XXXX, 35XXXX

Action Codes: 324

NG Count: Count of action code entries for selected time period.

DOI Program Area Contact: Willam Raden-Lesage/Phil Allard/Brenda Aird (BLM)

DOI Work Activity 2N: Inspect Locatable Mineral Sites for Surface Management Compliance

Program Area:	Resource Use – NON-ENERGY MINERALS
End Outcome Goal:	UEO 2 – NON-ENERGY MINERALS – Manage or Influence Resource Use to Enhance Public Benefit, Promote Responsible Use, and Ensure Optimal Value
Intermediate Outcome Strategy:	UIO 2.3 – Optimize Value through Effective Lease and Permit Management
DOI Sub process:	4b – Conduct inspections to ensure appropriate use

Examples/Notes: This activity applies only to BLM. This activity includes surface operation inspections under the locatable minerals program.

Work Activity Description: Work includes all actions taken to inspect plans of operations or notices completed under 43CFR3809, or concurrences granted for occupancy under 43CFR3715 for compliance with the terms of the authorizing document. This activity should be used for all inspection work including the writing of inspection reports and case file documentation of inspections and travel time to and from the site inspected. Includes actions taken by non law enforcement personnel pursuant to notices of noncompliance.

Use only when a claimant , operator or other responsible party can be identified. Work does not include inspections of abandoned mine lands.

Output: Completed inspections	Unit of Measure: Report the number of inspections completed. Inspections on notices and plans of Inspections shall be performed in conformance with existing manuals, handbooks, and other guidance. All work shall be properly documented with appropriate data entered into automated systems in a timely manner.
Inputs:	Cost Drivers: -

System Interfaces: LR2000 with case types, action codes, by state

DOI Program Area Contact: Phil Allard/Brenda Aird (BLM)

DOI Work Activity 8L: Conduct Environmental Consultations – Non-Energy

Program Area:	Resource Use – NON-ENERGY MINERALS
End Outcome Goal:	UEO 2 – NON-ENERGY MINERALS – Manage or Influence Resource Use to Enhance Public Benefit, Promote Responsible Use, and Ensure Optimal Value
Intermediate Outcome Strategy:	UIO 2.2 - Enhance Responsible Use Management Practices
DOI Sub process:	4a - Manage use of resources

Examples/Notes: This activity applies only to FWS

Work Activity Description: This activity includes the following tasks to complete the Section 7 consultation process for projects that manage or influence resource use to enhance public benefit, promote responsible use, and ensure optimal value of non-energy mineral resources.

- Meet and communicate with the action agency and any applicant to gather additional information necessary to conduct the consultation;
- Assess the status of the species and critical habitat that may be affected by the project;
- Verify the scope of the proposed action, analyze the effects of the action, including cumulative effects, and develop reasonable and prudent alternatives to avoid jeopardy to listed species and destruction or adverse modification of designated critical habitat;
- Assess likely incidental take of listed species of implementing the action, develop reasonable and prudent measures, and terms and conditions to implement these measures, to minimize the impacts of this incidental take;
- Develop conservation recommendations;
- Develop alternative consultation agreements;
- Oversee/monitor action agency’s implementation of HF counterpart regulations via ACAs; and
- Prepare draft and final biological opinions or letter of concurrence.

Output: Completed consultation action/activity completed via issuance of a BO or letter of concurrence	Unit of Measure: Number completed consultation actions/activities
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact: Elizabeth Stevens (FWS)

DOI Work Activity F6: Assess Alaska Minerals

Program Area:	Resource Use – NON-ENERGY MINERALS
End Outcome Goal:	UEO 2 – NON-ENERGY MINERALS – Manage or Influence Resource Use to Enhance Public Benefit, Promote Responsible Use, and Ensure Optimal Value
Intermediate Outcome Strategy:	UIO 2.3 – Optimize Value through Effective Lease and Permit Management
DOI Sub process:	4b – Conduct inspections to ensure appropriate use

Examples/Notes: This activity applies only to BLM

Work Activity Description: Report all procurement and labor costs related to Alaska mineral inventories and assessments of resources on special issues or within assigned geographic areas.

Special studies/assessments are performed to establish baseline data concerning the quantity, character, economic, and environmental aspects of mineral resources on public lands.

Output: Sites investigated	<p>Unit of Measure: Number of sites investigated. Report one unit of accomplishment for each site/reconnaissance area investigated.</p> <p>Accomplishments shall be reported into MIS. Reporting to the Washington Office on major studies should be accompanied by a narrative description report through the budget feedback process. Local field offices will be required to track and report their progress. Major projects will be expected to produce annual and final reports describing results of investigations.</p>
Inputs:	Cost Drivers:

System Interfaces: Alaska Minerals Information Data Base will be updated and queried after the end of each field season to verify units reported in MIS.

DOI Program Area Contact: Ron Teseneer (BLM)

DOI Work Activity F7: Collect, Manage and Distribute Data to Inform Decisions on Non-Energy Mineral Resources

Program Area:	Knowledge Advancement
End Outcome Goal:	UEO 2 – NON-ENERGY MINERALS – Manage or Influence Resource Use to Enhance Public Benefit, Promote Responsible Use, and Ensure Optimal Value
Intermediate Outcome Strategy:	UIO 2.4 - Improve Information Base, Information Management, and Technical Assistance
DOI Sub process:	1a - Collect data (conduct inventories, surveys, monitoring)

Examples/Notes:

Work Activity Description: Activities that involve field or laboratory measurements or observations, the evaluation of particular conditions over a period of time, the integration of basic data to produce specific products, and maintenance/management of data collections/data sets that support the appropriate use of non-energy minerals. Examples of work to be coded to this activity include the following:

- Geophysical sampling
- Lab analysis of sample
- Data integration/processing
- Maintenance/management of metadata
- Creation/maintenance of data websites and catalogs
- Creation and maintenance of partnerships that foster data collection/management

Code to this activity any long-term data collection efforts that do not support specific non-energy mineral research or assessment projects. Data collection to support research projects is coded to DOI activity **Conduct Research to Inform Decisions on Non-energy Mineral Resources (N1)**. Data collection supporting assessment projects is coded to DOI Activity **Conduct Assessments to Inform Decisions on Non-Energy Mineral Resources (N0)**. Data collection for technical assistance is coded to DOI Activity **Provide Technical Assistance to Inform Decisions on Non-Energy Mineral Resources (Y6)**. Data management for all mineral resource projects is coded here.

Output: Cumulative GB assessable (prior years + current)	Unit of Measure: Number of cumulative GB assessable
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact: Charlene Hall Raphael (USGS)

DOI Work Activity N0: Conduct Assessments to Inform Decisions on Non-Energy Mineral Resources

Program Area:	Knowledge Advancement
End Outcome Goal:	UEO 2 – NON-ENERGY MINERALS – Manage or Influence Resource Use to Enhance Public Benefit, Promote Responsible Use, and Ensure Optimal Value
Intermediate Outcome Strategy:	UIO 2.4 - Improve Information Base, Information Management, and Technical Assistance
DOI Sub process:	1b - Create information from data (perform analysis)

Examples/Notes:

Work Activity Description: Investigations that evaluate the distribution, status, condition, or other relevant aspects of one or more non-energy mineral resource(s) may be conducted on a geographic basis. Activities may include data collection, inventory, monitoring, analysis, management, interpretation, evaluation, and synthesis of data.

Output: Scientific Assessments delivered (e.g.. Commodity Reports)	Unit of Measure: number of assessments delivered
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact: Charlene Hall Raphael (USGS)

DOI Work Activity N1: Conduct Research to Inform Decisions Non-Energy Mineral Resources

Program Area:	Knowledge Advancement
End Outcome Goal:	UEO 2 – NON-ENERGY MINERALS – Manage or Influence Resource Use to Enhance Public Benefit, Promote Responsible Use, and Ensure Optimal Value
Intermediate Outcome Strategy:	UIO 2.4 - Improve Information Base, Information Management, and Technical Assistance
DOI Sub process:	1b - Create information from data (perform analysis)

Examples/Notes:

Work Activity Description: Studies that advance the understanding of scientific principles or processes, or develop new methodologies that support appropriate use of non-energy minerals. Activities may include data collection supporting research or development of a research product, analysis, modeling, synthesis of data, interpretation, management of the research, development of protocols and research methodologies, and development of research products (maps, reports, models). Includes needs and requirements gathering-type workshops, but excludes technical transfer/technical assistance-type workshops and training.

Output: Systematic Analysis & Investigation delivered to customers (i.e. journal articles, scientific publications, protocols, methodologies)	Unit of Measure: Number of systematic analysis/ investigations delivered
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact: Charlene Hall Raphael (USGS)

DOI Work Activity Y6: Provide Technical Assistance to Inform Decisions on Non-Energy Mineral Resources

Program Area:	Knowledge Advancement
End Outcome Goal:	UEO 2 – NON-ENERGY MINERALS – Manage or Influence Resource Use to Enhance Public Benefit, Promote Responsible Use, and Ensure Optimal Value
Intermediate Outcome Strategy:	UIO 2.4 - Improve Information Base, Information Management, and Technical Assistance
DOI Sub process:	3c - Provide technical assistance (includes grants)

Examples/Notes: Technical assistance projects such as customized application systems and computer modeling; technical training; and technical transfer activities such as workshops, seminars and individualized assistance offered to aid customers in solving problems related to the regulation or use of a non-energy mineral resource.

Work Activity Description: Technical assistance, technical training, technology transfer, technical studies, or technical support is provided to land managers and customers to solve a variety of environmental problems. These activities enhance resource management and policy development. Specific activities and technical assistance projects include but are not limited to:

- Design and systematic collection of environmental data,
- Analytical support,
- Data synthesis,
- Enforcement activities,
- Revegetation and husbandry techniques
- Adaptive management techniques
- Permitting
- Violation abatement
- Offsite impacts
- Partnerships (cooperative agreements)

Output: Technical Assistance provided (instances, issues or events)	Unit of Measure: Number of instances, issues, or events of technical assistance provided
Inputs:	Cost Drivers:

System Interfaces:

DOI Program Area Contact: Charlene Hall Raphael (USGS)